Old Catton Parish Council

The Pavilion, Church Street, Old Catton, NR6 7DS
Clerk of the Council: Ms Sarah Vincent
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5th June 2018

Dear Councillor,

An **Ordinary** Meeting of Old Catton Parish Council will be held at the Recreation Ground, Church Street, Old Catton on **Monday 11th June 2018 at 7.00pm** at which your attendance is requested.

Agenda

1. To receive and approve apologies for absence.

2. To receive any declarations of interest in items on the agenda and to consider any requests for dispensation.

3. To approve the Minutes of the Annual Council Meeting, held on 14th May 2018 (copy herewith).

4. To report on matters arising from the minutes not covered by the agenda.

5. To adjourn the meeting for public discussion and to receive the Police, County Councillor's and District Councillor's reports.

6. To receive Clerk's report (copy herewith).

7. To consider Committees and Outside Bodies for 2018/2019 (copy herewith).

8. To confirm that Mrs Annette Palmer has successfully completed a period of probation in her position as Administration Officer.

9. To confirm that Ms Sarah Vincent has successfully completed a period of probation in her position as Clerk to the Council.

10. Finance
10.1 To note bank account balances as at 31st May 2018 and approve payment schedule (copy herewith).
10.2 To receive and agree a list of regular payments made by direct debit or BACs in accordance with the Financial Regulations (copy herewith).
10.3 To receive and adopt the income and expenditure account for the year ending 31st March 2018 and the balance sheet as at 31st March 2018 (copy herewith).
10.4 To consider and adopt recommendations of the Final Internal Auditors Report (copy herewith).
10.5 To agree to appoint Internal Auditing Solutions as the Councils Internal Auditors for the 2018/19 Financial Year.
10.6 To consider and agree the Section 1 of the Annual Return (Annual Governance Statement) 2017/18.
10.7 To consider and approve the Section 2 of the Annual Return (Account Statement) 2017/18 (copy herewith).
10.8 To adopt agreed National Pay Scales for 2018/19 (copy herewith).
10.9 To agreed match funding by a transfer from the Parish Partnership budget heading for WW1 memorial benches and bins.
10.10 To agree quote for CCTV for Recreation Ground.

11. Policies and Procedures
11.1 To approve Minutes of Planning Committee Meeting of 5th April 2018 (copy herewith).
11.2 To note calendar of Council Meetings for 2018/2019 (copy herewith).

12. Planning
12.1 Planning Applications (copy available on Broadland District Council website – https://secure.broadland.gov.uk/Northgate/PlanningExplorer/GeneralSearch.aspx)
   20180770-Detached Dwelling – Plot 7 St Faiths Road, Old Catton.
   20180803-Single Storey Rear Extension – 13 Louis Close, Old Catton, NR6 7BG.

20180762-Single Storey Side/Rear Extension & Conversion of Garage/Utility – 102 Spixworth Road, Old Catton, NR6 7NG.
20180736-Single Storey Rear Extension – 52 Oak Lane, Old Catton, NR6 7DD.
20180872 -Single Storey Front and Rear Extensions – 192 Spixworth Road, Old Catton, NR6 7EQ.
20180708- Reserved Maters Applications for Phase One Strategic Infrastructure – Land to North of Sprowston and Old Catton, Btn Wroxham Rd & St Faiths Road.

12.2 To note any other planning matters.

13. Property and Responsibilities
13.1 To consider public meeting to discuss local anti-social issues.
13.2 To consider request from Old Catton Cricket Club to cover the cricket strip overnight against rain.
13.2 To receive any written or verbal reports from members meeting with organisations or significant issues from their areas of responsibility.

14. Street Lights, Hedges, Paths, Verges and Highways
14.1 To note email from Norfolk County Council regarding Parish Rangers.

15. To note date of next meeting as Monday 9th July 2018 at 7pm at the Pavilion, Recreation Ground, Church Street, Old Catton.

Ms Sarah Vincent
Clerk of the Council